



**Little River Band of Ottawa Indians**  
**Tribal Government**  
*375 River Street*  
*Manistee, Michigan 49660*  
*(231)723-8288*

**Title:     Surveillance Operator**  
**Gaming Department**

***Summary:***

Identifies and reports issues regarding the operations of any and all departments within the gaming enterprise.

***Required Knowledge & Certification:***

- ☐ High School Diploma or GED
- ☐ Must be at least 21 years of age
- ☐ Basic mathematical knowledge

***Preferred:***

- ☐ Gaming surveillance experience
- ☐ Knowledge/experience of all gaming operations

***Required Skills:***

- ☐ Basic computer skills with experience in Microsoft Office products
- ☐ Good organizational skills
- ☐ Good written and verbal communication skills
- ☐ Good interpersonal and teamwork skills
- ☐ Accurate and detail oriented
- ☐ Good problem solving skills

***Required Abilities:***

- ☐ Ability to maintain a high confidentiality
- ☐ Ability to independently manage multiple tasks in professional manner
- ☐ Ability to work independently with minimum supervision
- ☐ Ability to work cooperatively with all departments
- ☐ Ability to manage extensive amount of paperwork
- ☐ Ability to operate most office equipment (computer, fax, copier, etc.)

**Salary:** This is a Level 2 position (\$10.01 - \$15.34); Non-exempt – Hourly –Weekly pay

***Individuals, who are interested in the above position, please submit a resume and completed application to the Human Resource Department, at the address above. Questions should be directed to the Human Resource Department.***

***Tribal Preference will apply according to Tribal policies.***

***Conditions of employment with The Little River Band of Ottawa Indians Tribal Government include passing a pre-employment drug test, a background investigation, and successfully completing a 90-day probationary period. Candidates for this position will be required to have dependable transportation available to them without notice.***

Posted 05/04/11  
Remove 05/18/11